



# CLUB RULES JUNE 2018

FOUNDED 1908

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### **I. Club Name and Organisation**

- I.1 The name of the Club is "Stoke Park".
- I.2 The object of the Club is to provide recreational facilities for its Members, Members' guests and visitors.
- I.3 The Club is a proprietary Club, the proprietor of which is "Stoke Park Limited" (hereinafter called "the Proprietor").
- I.4 The Proprietor will provide the Club with Club premises at Stoke Park, Park Road, Stoke Poges, Buckinghamshire, SL2 4PG and such offices as may be required for the purposes of the Club and such furniture, fittings, and equipment as may reasonably be necessary for carrying out the business of the Club in accordance with these rules. The Proprietor shall be responsible for the expenses in respect of the Club including rates and insurance of such premises and the depreciation and renewal of the contents thereof.
- I.5 Membership of the Club shall consist of Members (hereinafter called "Members" and "Membership" shall be construed accordingly).
- I.6 The General Rules shall be applicable to all Members, Members' guests and visitors. Additional rules and by-laws may apply to specific categories of Membership, such as Golf Members and Tennis & Health Members and will either be part of these Rules or will be posted on or near the relevant Club notice board.
- I.7 The Proprietor has responsibility for the management of the Club and its staff. Officers of the Club shall be appointed from time to time by the Proprietor. The Officers of the Club shall include the Chief Executive, the General Manager and any other senior member of Staff.

## **2. Club Committees**

- 2.1 Club Committees will be made up of Officers of the Club together with paying Club Members.
- 2.2 Meetings will take place up to four times a year.
- 2.3 The Chief Executive or an Officer nominated by him will chair the meeting.
- 2.4 Nominations for vacancies on the committee will be made in writing to the Chief Executive. Members cannot nominate themselves. A shortlist will then be confirmed by the Chief Executive for all the vacant posts and these will be presented to the committee.
- 2.5 Golf Members may hold the same post on the Golf committee for one year only. The new Golf Committee Members will come onto the committee and the old Golf Committee Members will retire on 31st December each year. Golf Captains and Vice-Captains may only be 7 day Golf Members.
- 2.6 The Proprietor may also set up other committees for specific sections of the Club. i.e. Tennis. Members of all committees will be approved by the Proprietor.
- 2.7 The Proprietor is responsible for the management of all the facilities, committees and sub-committees, Club matches, competitions, and events. No match, competition or event will be held at the Club without the approval of the Proprietor. The Proprietor reserves the right at any time without prior notice to set aside facilities for tournaments, matches, exhibitions, or other social functions. Furthermore, the Proprietor may at any time withdraw all or part of such facility for any period with or without notice in connection with cleaning, repair, alteration, or maintenance work or for reasons beyond the control of the company.
- 2.8 There may be a President of Stoke Park who shall be nominated by the Proprietor. The President has a term of three years, unless agreed by the Proprietor. The term shall start on 1st January and end on 31st December.

## **3. Membership Procedure**

- 3.1 Any category of candidate who applies for admission to the Club should either be proposed by the Proprietor (or a Club representative) or an existing Member. A candidate will be interviewed on behalf of the Proprietor and shall not be admitted without their approval.
- 3.2 Immediately upon election of any category of candidate, the Membership Office shall give notice to the candidate. After the initial payment of the joining fee, annual fee, and house levy as applicable and provision of a direct debit mandate, the candidate shall then become a Member of the Club and be entitled to all the benefits and privileges of Membership and be bound by these rules. Any infringement of the rules at any time may result in the withdrawal of Membership.
- 3.3 Any omission from or inaccuracy in the particulars relating to or the description of any candidate for Membership may render the candidate's election void at the discretion of the Proprietor. Proof of identification will be required (passport or driving licence).
- 3.4 Membership can only be renewed by annual invitation from the Proprietor. In the case of Membership being cancelled or withdrawn by the Proprietor no joining fee, annual fee, house levy, or any other payment made to the Club shall be returned to the Member and the Proprietor may thereafter give instructions that such person shall not enter the Club, even as a visitor or guest.
- 3.5 Members must provide up to date contact details including postal address and email.

#### **4. Membership Fees, Annual Fees, House Levies, and other Charges**

- 4.1 The Membership Year is from 1st July to 30th June. Reviewed membership prices are introduced at the beginning of each membership year. Members are informed of the following year's prices in May of each year.
- 4.2 Joining fees, annual fees, house levies, and any other fees shall be such sums as the Proprietor shall from time to time determine. Joining fees, annual fees, house levies, and any other fees shall be paid by the Member as soon as he or she has been invited by the Proprietor to join the Club. All subsequent fees and house levies shall be paid, by direct debit only, on due dates set by the Proprietor. Any Member not complying with this rule shall cease automatically to be a Member unless the Proprietor shall at their sole discretion decide otherwise.
- 4.3 Monthly payment options are available to the following membership categories only: Health (Individual and Joint) and Tennis & Health (Individual and Joint). Any member on a Golf membership who links a Health or Tennis & Health membership to it will not be entitled to pay monthly. Those Members who pay monthly are still bound to one year's full membership and thereafter to 12 month periods beginning 1st July each year.
- 4.4 The house levy may be used to purchase any goods or services provided by the Club, with the exception of tickets for external social events, gift vouchers, golf lockers and bag storage.
- 4.5 Golf Members must pay the annual house levy every membership year irrespective of their balance.
- 4.6 A Member may 'top-up' his or her levy (at the Reception desks only). Top-ups can only be made in minimum instalments of £100 when paying by cheque or cash and £200 when paying by credit card /debit card.
- 4.7 The use of the levy account may result in discounted prices for the goods and services purchased.
- 4.8 If the levy account is not used then no discount will be applicable.
- 4.9 Any Members' reduction will not be applied to any gratuities or service charge.
- 4.10 No discount will be given to any new Members booking a large event if, in the opinion of the Proprietor, the Membership was only taken up to obtain a Members' discount.
- 4.11 It is every Member's responsibility to either sign on their house levy account or pay for their food and beverage purchases prior to leaving the Club on each visit. If there is no credit on your levy, Members will be asked for another form of payment. All house levy transactions are valid with or without a Member's signature. If a Member leaves the Club without signing for their purchases they will be charged to their house levy. If a Member leaves the Club without paying (or does not have sufficient funds in their house levy account) for their purchases then their membership may be suspended at the discretion of the Chief Executive.
- 4.12 All subscriptions and payments shall be made payable to "Stoke Park Limited".
- 4.13 Every Member shall, before leaving the Club, pay charges incurred by the Member except by special arrangement with the Chief Executive in which case accounts must be settled within 14 days. Any Member who fails to settle such accounts within 14 days shall at the discretion of the Proprietor either be suspended or have their Membership withdrawn.
- 4.14 Age Category changes become effective on 1st July (e.g. Under 18.)

- 4.15 If a Member wishes to 'upgrade' their Membership category - e.g. 5 Day to 7 Day, this can be done during the membership year. Any 'downgrade' of category - e.g. 7 Day to Social Membership, may only be done at the Membership renewal. Members wishing to 'downgrade' must inform the Membership Office, in writing, by 1st June.
- 4.16 Any 'upgrade' of category - e.g. 5 Day to 7 Day - will mean payment of additional joining fees. This will be calculated on the current difference between the appropriate joining fees at the time of the upgrade.
- 4.17 The joining fee for an Intermediate Member (18 - 24) transferring to a Full Member will be calculated in the following way: An Intermediate Member (18 - 24) will receive a 10% discount on the current joining fee applicable for every full membership year that they are a Member prior to transferring up minus any joining fee paid.
- 4.18 Transfers of any category of membership may incur a transfer administration fee.
- 4.19 Although most joint membership permutations are permitted, a 5 Day Golf Membership cannot be joined with a 7 Day Golf Membership and vice-versa.
- 4.20 The named individuals of Corporate Memberships are also personally liable for the payment of fees as and when they become due.
- 4.21 Only Golf and International Members can "Freeze" their membership (to protect their membership place) after their first 12 months of membership. The Freeze option (which is chargeable) is for a minimum of 12 months from the renewal date.
- 4.22 Members must ensure their levies have been topped up before receiving any Spa, PT, Golf or Tennis services. Members levy accounts are not allowed to go into a debit balance. The Club reserves the right to clear the balance of a Member's levy whose account enters into a debit balance with the current direct debit mandate.
- 4.23 Members may be requested to provide another form of payment for food and beverage if they have no money on their levy account.
- 4.24 Members who do not have the courtesy to follow the Club's resignation process may have their future guest rights withdrawn.
- 4.25 Members who do not pay by the renewal date (1st July) may have their future guest rights withdrawn.
- 4.26 Health and Tennis & Health Members will have the option of paying monthly removed if they fail to set up their direct debit. It is a Members responsibility to provide and complete up to date direct debit information.

## **5. Subscriptions in Arrears**

- 5.1 If any Member's subscription is in arrears in that it has not been paid on the due date and the Proprietor decides not to terminate the Member's membership, the Member will be suspended. The Membership Office shall send a request for immediate payment of the original subscription charge plus a penalty charge £150. This will be either added to their subscription invoice or deducted from the Member's House Levy. If the subscription is not paid within 14 days of the renewal, the Proprietor may remove the Member's name from the register of Members. Membership will thereupon cease and all rights will be forfeited. The Proprietor may, however, at any time at its sole discretion restore Membership upon payment of all arrears and penalty payments. A Member to whom a request for payment has been sent by the Company shall not be entitled to use any of the Club's facilities until such arrears have been paid.
- 5.2 The Club has the right to request full payment for the membership year if a direct debit is declined

## **6. Complaints, Discipline, Reprimand, Suspension, Expulsion and Resignation**

- 6.1 All complaints or grievances must, in the first instance, be made in writing (by letter or email) to the General Manager.
- 6.2 The Officers of the Club may refuse admission to the Club or require a Member and/or their guests to leave the Club premises if such a Member and/or their guest is in breach of these rules or the by-laws or any regulations from time to time in force.
- 6.3 The Proprietor may reprimand, suspend, or expel any Member without assigning any reason for so doing if, in their opinion, the conduct of such Member, either within or without the Club, is or has been or is likely to be injurious to the character or interest of the Club.
- 6.4 Without prejudice to its absolute discretion in this regard, the Proprietor may consult the relevant Club Committee before taking such action if it thinks it is appropriate. The Committees may recommend expulsion or suspension of Membership to the Proprietor or any other disciplinary procedure the Committees consider appropriate.
- 6.5 No appeal whatsoever shall lie from the Proprietor's decision nor shall any Member or guest have any claim or remedy whatever against the Committees or the Club, or any Director or employee of the Proprietor in respect of any such matter.
- 6.6 Any Member may resign their Membership by giving written notice to the Membership Office to that effect no later than 1st June; otherwise the Member will be required to pay the fees for the ensuing year. Such notice shall, unless otherwise expressed, be deemed to take effect from the Monday following receipt thereof whereupon they will cease to be a Member. A resignation will be confirmed in writing (by letter or email) from the Membership Office within 10 working days of receiving the request.
- 6.7 No joining fee, annual fee, or any other payment made to the Club, including any house levy credit balance, shall be returned to the Member.
- 6.8 Members within their first 12 months of Membership may resign from the Club, although they will still be bound to 12 months full payment for their category of Membership, regardless of their payment method.
- 6.9 Should any Member fail to give notice in time of their intention to resign for reasons, which, in the opinion of the Officers of the Club, appear satisfactory, the Officers may authorise a reduction of the ensuing year's subscriptions either wholly or in part.
- 6.10 Any Member who tenders their resignation and who pays their subscriptions by monthly instalments shall be liable to pay all outstanding instalments for the membership year, notwithstanding that they have tendered their resignation during the course of the year.
- 6.11 Any Member shall upon ceasing to be a Member of the Club forfeit all rights in the Club and must return their membership card to the Membership Office.

## **7. Dress**

### **7.1 General Principle**

- 7.1.1 All Members, guests, and visitors are required to maintain an acceptable standard of dress in the Mansion and while using the Club's facilities. Sports dress shall be appropriate to the activity in which the Member is taking part and casual clothing shall be appropriate to the high standards of the Club. The interpretation of this principle will be at the sole discretion of the Officers of the Club. Anyone not adhering to this principle and/or the specific rules listed below will not be able to use the facility until appropriately dressed.

## **7.2 Mansion**

7.2.1 Please note that the dress code for Humphry's is smart casual (jeans are allowed but trainers and t-shirts are not permitted). If a Member or guest arrives and they are not adhering to the dress code then they can order from the Humphry's menu but will be requested to eat in the Orangery. Tennis and fitness attire (including football shirts) may not be worn anywhere in the Mansion except on the Orangery lawn and lower ground floor.

## **7.3 Pavilion**

- 7.3.1 Swimming costumes must be worn at all times in the pool hall.
- 7.3.2 Outdoor shoes are not permitted in the spa, gymnasium, studios, or pool hall area.
- 7.3.3 Correct footwear must be worn to all studio classes. Advice on footwear for these purposes may be obtained from the Fitness Team.
- 7.3.4 Gentlemen must wear appropriate upper body clothing whilst exercising in the studio.
- 7.3.5 In the gymnasium, a training top and suitable training shoes are required.
- 7.3.6 Non-marking soled shoes must be worn in the gymnasium.
- 7.3.7 Members are requested to wear recognised tennis clothing when playing tennis.
- 7.3.8 Recognised tennis footwear must be worn on all of the tennis courts (not cross-training or running shoes).
- 7.3.9 Only dedicated indoor shoes must be worn in the indoor courts.

## **7.4 Golf Course**

- 7.4.1 In the summer, shorts (but not skaters or cut off shorts) are permitted on the golf course, and with these gentlemen must either wear knee length socks or short white socks only.
- 7.4.2 All golf shirts must have a collar. Gentlemen should wear shirts with sleeves and shirts should be tucked into trousers or shorts.
- 7.4.3 Golf trousers or tailored knee length golf shorts with sport socks should be worn, plus fours with knee length socks are allowed. Trousers should not be tucked into socks.
- 7.4.4 Denim, Cargo shorts, beach shorts, skaters, tracksuits, jogging suits, tight leggings, ski pants, collarless T shirts, T-shirts, and football or Rugby shirts should not be worn on the golf course.
- 7.4.5 Golf shoes of any type, sand shoes, and trainers shall only be worn in the lower ground floor of the Mansion. Golf shoes are not permitted into the Mansion.
- 7.4.6 Only recognised soft spikes may be worn on the golf course and practice facilities. Metal spikes cannot be used under any circumstances. Proper golfing shoes must be worn by all Members and guests on the course.

## **8. Guests and Visitors**

- 8.1 Subject to the provisions of these rules, Members shall be permitted to introduce guests, at the appropriate fees, and entertain them. Members shall be responsible for their guests' expenses and behaviour whilst upon the premises and their observance of the rules and dress codes and their expenses.
- 8.2 Golf Members may introduce up to three visitors per day as guests. No individual golf guest may be introduced more than six times in total in any one membership year (1st July to 30th June).
- 8.3 Health and Tennis & Health Members will be able to introduce two guests during the week and one guest on weekends to use the gym and swimming pool and attend the fitness classes. Health guests who wish to use the gym and attend classes will be required to complete a full medical questionnaire prior to their initial visit. No individual guest may be introduced more than six times in total in any one membership year (1st July to 30th June).
- 8.4 Health and Tennis & Health Members will be able to introduce under 16 guests at the appropriate fees to use the swimming pool only. Please note that no under 16s may use the gym, attend classes, or use the spa and steam room.
- 8.5 All guests must provide a valid form of identification and sign the guest registration form.
- 8.6 Tennis & Health Members can introduce up to three guests per visit for tennis. Each guest will only be allowed at the Club six times in total in any one membership year (1st July to 30th June).
- 8.7 All Health and Tennis & Health Members must register their guests' arrival at the Pavilion Reception for gym, pool, classes, and tennis use with their membership card and pay for their guests to enter. A Member will be suspended for not registering and/or paying for a guest for a minimum of two weeks.
- 8.8 Members must be present when having guests visit.
- 8.9 The Officers of the Club may suspend or restrict the right of Members to introduce guests (playing or non-playing) on any day or days they deem it desirable to do so.
- 8.10 The Officers of the Club shall have the authority to refuse admission (without assigning any reason) to any of the Club's facilities to any Member, guest, or visitor if, in their opinion, it is in the best interests of the Club.
- 8.11 No person whose application for Membership has been rejected, any former Member of the Club whose Membership has been withdrawn, current member of staff, or former member of staff may be introduced as a guest except with the permission of the Chief Executive.
- 8.12 Members shall enter onto the registration cards provided for the purpose, the names and addresses of all playing and non-playing guests introduced by them.
- 8.13 Members may introduce up to seven social guests at any one time (with the exception of social events). No individual social guest may be introduced more than six times in total in any one membership year (1st July to 30th June).



## **9. Under 25 Members and Children**

### **9.1 General**

- 9.1.1 All children under the age of 14 must at all times be supervised by an adult Member. Children under 16 must be accompanied by an adult Member in the swimming pool.
- 9.1.2 An adult Health or Tennis & Health Member can bring up to two child guests during the week and one guest on weekends per visit to the pool, for the appropriate fee.
- 9.1.3 Any Member under 18 must be a child of an existing Member in the same category (except golf).
- 9.1.4 No Member under 16 may use the gym, attend adult fitness classes, or make use of the spa and steam room.
- 9.1.5 All Mini, Child, and Junior Pool and Tennis Members have access to the swimming pool during designated splash times only.
- 9.1.6 There are restricted times and bookings for Members under 18.
- 9.1.7 Tennis Members will be able to use the indoor and grass courts if accompanied by an adult or participating in coaching.

### **9.2 Mini Members (3 months – 5 years):**

- 9.2.1 Pool Members must have a parent who is either a Health or Tennis & Health Member.
- 9.2.2 Pool Members can only use the pool at splash times, swimming lessons, or group sessions.

### **9.3 Child Members (6 years – 11 years):**

- 9.3.1 Tennis Members must have a parent who is either a Health or Tennis & Health Member.
- 9.3.2 Only Tennis Members will be able to take part in group classes for swimming and tennis.
- 9.3.3 Golf Members must have a parent who is a Golf Member.
- 9.3.4 Golf Members will be able to play with their parents, subject to being golf proficient.

### **9.4 Junior Members (12 years – 17 years):**

- 9.4.1 Tennis Members must have parents who are either Health or Tennis & Health Members.
- 9.4.2 A house levy can be set by the request of a parent.

### **9.5 Nanny Members**

- 9.5.1 Membership is available for Nannies wishing to attend the Club with an under 16 Pool, Tennis, or Health Member. Nanny Members only have access to the restaurants and swimming pool with the under 16 Member during Children's times. Nannies can only be at the Club with a Member.
- 9.5.2 A Nanny must be over 18 and cannot be a relative of the Club Member.
- 9.5.3 Proof may be requested of full time employment as a Nanny.

## **10. Membership Cards and Admission to the Club**

- 10.1 All Members must bring their Membership cards on all visits to the Club and swipe in at the Pavilion Reception.
- 10.2 All Health and Tennis & Health Members must register their guests' arrival at the Pavilion Reception for gym, pool, classes, and tennis use with their membership card and pay for their guests to enter. A Member will be suspended for not registering and/or paying for a guest for a minimum of two weeks.
- 10.3 Members should also use their Membership card number when booking Club facilities.
- 10.4 Membership cards are the property of the Proprietor and shall be produced or returned on demand. Membership cards must feature an up-to-date photo. Membership cards are not transferable. If a member refuses to identify themselves or produce their membership card then they will be asked to leave the estate immediately.
- 10.5 There is a £10 membership card charge for all lost or stolen cards. If a Membership Card is lost a new membership number will be generated.
- 10.6 All Members must display a valid car park sticker on their vehicles when at the Club.

## **11. Club Employees**

- 11.1 The appointment and dismissal of all Club employees shall be vested solely in the Proprietor. Any Member who shall interfere with such appointment or who shall invite any Club employee to leave the employment of the Club shall at the discretion of the Proprietor have their Membership withdrawn.
- 11.2 The conduct of a member of staff shall in no instance be made a matter of personal reprimand by a Member. All complaints shall be made in writing and sent to the Chief Executive.
- 11.3 Club employees are not allowed to attend as a guest of a member the Club's facilities or attend social events without the prior approval of the Chief Executive. 12. Changing Rooms, Lockers and Storage Facilities
- 12.1 Changing rooms will be provided. Members changing outside these rooms whilst on Club premises or in the car park areas may be suspended or have their Membership withdrawn at the Proprietors' discretion.
- 12.2 Temporary lockers and shoe racks will be cleared each night. Anything found will be kept behind the Stewards' desk for one week and then given to charity.
- 12.3 The sharing of lockers is prohibited.
- 12.4 No golf bags and/or trolleys are allowed in the changing rooms, Mansion or Pavilion.
- 12.5 The golf bag storage facility is out of bounds to all Members.
- 12.6 No children are allowed in the changing rooms of the opposite sex once they have reached their eighth birthday.
- 12.7 For security reasons lockers should be used for all personal belongings. Property stored in the lockers is at the owner's risk and no liability for any loss or damage will be accepted by the Club.
- 12.8 No items may be left in Pavilion lockers whilst the member is not on the premises. Any items that are left will be removed entirely at the owners own risk.
- 12.9 Members are requested to tidy after themselves in the changing rooms as a courtesy to other Members.

### **13. Health & Safety**

- 13.1 A maximum speed limit of 20 miles per hour applies within the grounds of Stoke Park.
- 13.2 In the interest of safety and hygiene no crockery, glass, or food is permitted in the changing rooms, gymnasium, fitness studio, sports area, or pool areas. Drinks can only be taken into the gymnasium or onto the courts in plastic containers/bottles.
- 13.3 All Members and guests must shower before using the pool, spa, and steam rooms.
- 13.4 Smoking is only allowed in the designated outside areas.
- 13.5 All Members and guests must not drink alcohol before exercising.
- 13.6 All Members and guests must receive instruction on the use of the gymnasium equipment.
- 13.7 Members and guests must complete a lifestyle and medical questionnaire, and if necessary produce a doctor's consent form, before commencing any physical activities at the Club.
- 13.8 Those with diabetes, heart problems, cardiac irregularities, asthma, or high/low blood pressure or who are on strong prescriptions, have any form or indication of a medical condition, or are pregnant should consult their doctor before exercising and using the spa, pool, and steam room.
- 13.9 Fire exits which are clearly marked are there in the interest of safety. Members and their guests must not interfere with these doors for any reason. In the event of a fire, Members and their guests are asked to make their way to the nearest available exit.
- 13.10 Members and their guests may use the Golf Buggies, at a charge. Prior to using a golf buggy all members or guests must complete a buggy hire disclaimer. The Club shall not be liable for personal injury or pedestrians using the course, grounds and damage to motor vehicles.
- 13.11 Members and their guests are reminded of the risk of injury from stray golf balls on the course and grounds of Stoke Park. The Club shall not be responsible for injury or damage in such circumstances.
- 13.12 The Club provides a crèche and play facility. Parents/guardians should accompany children at all times unless the crèche has been allocated for supervised play activity.
- 13.13 You should not exercise beyond your own abilities. If you are concerned that you might have a medical condition which might interfere with you exercising safely, before you use our equipment and facilities you should get advice from a relevant medical professional and follow that advice.
- 13.14 You should make yourself aware of any rules or instructions, including warning notices, and follow them. Exercise carries its own risks. You should not carry out any activities which you have been told are not suitable for you.
- 13.15 You should let us know immediately if you feel unwell when using our facilities or equipment. Our staff members are not qualified doctors, but there will be a person available who is first aid trained.
- 13.16 If you have a disability, you must follow any reasonable instructions.
- 13.17 Before using the gym or participating in any exercise class all members and guests must sign a health commitment statement.
- 13.18 To prevent risk to others all pieces of weights equipment must be replaced after use.

### **14. Fire Evacuation Procedure**

- 14.1 In the event of the fire alarm being activated, please leave the building by one of the fire escapes and make your way to the car park.
- 14.2 DO NOT attempt to collect your belongings.
- 14.3 DO NOT re-enter the building until you have been told it is safe to do so.
- 14.4 The fire alarms are tested on a Friday morning at 09:00 for the Pavilion and 10:00 for the Mansion.

## **15. General Rules - All Members**

- 15.1 Every Member of the Club shall give an address for the receipt of all notices and in the event of change shall notify the Membership Department. All notices posted to a Member's last given address shall be considered as having been duly delivered on the second day following the day of posting.
- 15.2 Members and their guests shall only park in areas designated by the Club. Members who do not park in these areas may have their Membership suspended or withdrawn.
- 15.3 The supply of intoxicating liquor will be permitted in the Club during general licensing hours for the district subject to any extension, for the time being, granted by South Bucks Licensing Department.
- 15.4 The Club and the Proprietor cannot in any circumstances be responsible to Members, guests, or visitors for:
  - 15.4.1 Loss or damage to any property of any kind while it is in the Club premises or grounds including loss of or damage to motor cars parked, collected, or driven by owners, servants, or agents of the Club or the Proprietor, or to the contents or accessories of any such motor cars while on Club premises.
  - 15.4.2 Injury of any kind while on the Club premises or grounds. Unless such injury arises as a result of any negligent or unlawful act on the part of the Club or its employees.
- 15.5 All golf equipment left at the Club in bag storage will be done so at the owner's risk. The company accepts no liability for loss of such equipment. Members are advised to insure against any of the above. Also, Members must have their own insurance when a Club Trophy is taken off the Club premises.
- 15.6 If a sporting Member cannot use the sporting facilities for more than three full and consecutive months due to illness or pregnancy, the Club will deduct the equivalent of three months' annual fee from the following year's subscription upon renewal (less three months' Social Membership subscription). This is strictly subject to a doctor's certificate and the Proprietor's approval, and is only applied to the full months in which the Member cannot use the facilities. This policy may only be applied once in any membership year and does not apply to periods of illness of less than three months. There will be no rebate for Members who are not invited to renew their Membership or resign their Membership at the end of the membership year in which the illness or pregnancy occurred.
- 15.7 Except with the written consent of the Proprietor, no Member, guest, or visitor shall take or give photographs/film footage or the address of the Club in any advertisement or use the Club's name or likeness or address for any business or commercial purposes whatsoever.
- 15.8 The Club reserves the right to use any photographs/film footage taken by the Club (or by the official Club photographer) of a Member or guest on the estate for its own material (website, newsletter, brochures, advertising etc).
- 15.9 Members, guests, and visitors will not make use of any restaurant, bar and the public rooms for business purposes to the extent of demonstrating hardware, using laptop computers, or showing brochures or plans. Other rooms in the Mansion are available by arrangement.
- 15.10 No animals shall be allowed inside the Mansion or the Pavilion. Dogs are not permitted in the gardens, Orangery Terrace, Orangery lawn, Fountain Terrace, Pavilion areas inc the San Marco garden and Playground and all areas where food and beverage is served. However, dogs are allowed on the golf course under control with prior permission from the Golf Office and they are allowed under the outside seating area of the Halfway House where water bowls will be provided. Dog handlers are reminded to clear any fouling on the course.

- 15.11 The hours when the Club's facilities are open will vary and will be posted on the website ([www.stokepark.com](http://www.stokepark.com)).
- 15.12 Mobile phones may be used at the Club but when in the Orangery, San Marco, the Bars and Humphry's they must be on silent or vibrate.
- 15.13 Family relatives are entitled to spend the balance of any outstanding levy of any Deceased Member on the provision of a grant of probate. This can be spent on any of the services at the Club. The Club does not make any refunds on the annual subscriptions or joining fees.
- 15.14 Social, Health, and Tennis & Health Members are not permitted to use the putting green, driving range, or short game practice area unless they are having a golf lesson or paying a casual green fee.
- 15.14 Laptop computers (with no sound) may only be used in the restaurants and bars for personal use (i.e. no presentations).
- 15.15 No food and beverages shall be brought on to the estate for consumption, which has not been purchased from the Club (this includes picnics and bbqs).
- 15.16 Ball games are only allowed on the games lawn on the west garden.
- 15.17 Bicycles are only allowed on the main road (not on any grass and paths) on the estate.
- 15.18 The car park is only to be used by Members and their guests whilst visiting the Club (i.e. vehicles cannot be left here when Members are not on site).
- 15.19 The sun loungers and Spa Garden are only for the use of Health Members, Tennis & Health Members and their guests and those using the Spa.
- 15.20 Closed Circuit Television with Digital Recording in operation throughout the estate. Images are being monitored for the purpose of crime prevention and public safety. This scheme is controlled by Stoke Park Limited, for further information, please contact 01753 717171.
- 15.21 Members must supply a valid car registration number at all times.
- 15.22 The Proprietor reserves the right to close sections of the Club for sporting events (promoted by the Club), members events and any other such events solely at the discretion of the Proprietor. The Club shall not refund or compensate for such closures.
- 15.23 Regular maintenance of the Mansion, Pavilion and grounds shall take place, which may require complete or partial closure of Club facilities. The Club shall not refund or compensate for such closures.
- 15.24 You may take photographs and video recordings at Stoke Park for your own personal use and your personal social media profile provided that you adhere to following:
- You must not take photographs or videos of any children under 18 other than your own.
  - Anyone who appears in your photographs or videos must be aware that you are filming them and you must get their permission first.
  - You must not take photographs or video recordings in a changing area, pool, hot tub, steam room, sauna, toilet or crèche.
  - If a member of staff asks you to stop filming or taking photographs you must do so.
  - If another Member is unhappy that you are filming them and makes a complaint to us, we may ask you to show us any images which you have taken in Stoke Park and to delete them if appropriate.
- 15.25 The Proprietor shall be the sole authority for the interpretation of these Rules and the decisions of the Proprietor shall be final and binding on the Members.
- 15.26 These Rules and prices may be changed, varied, or revoked by the Proprietor, and any change, variation, or revocation of the Rules shall be deemed to have been brought to the

notice of the Members provided that a copy thereof is duly posted on the Club's website ([www.stokepark.com](http://www.stokepark.com)).

## **Rules for Specific Membership Categories/Activities**

### **16. Golf**

- 16.1 The Club recognises the Royal and Ancient Golf Club of St. Andrews as the ruling body for Amateur Golf, and shall adopt the Rules of Golf and Amateur Status as laid down by the Royal and Ancient subject only to such additions and modifications as the Proprietor may consider necessary to meet local requirements.
- 16.2 The Club shall comply with the Regulations and Rules of the Council of National Golf Unions (CONGU) Standard Scratch Score and Handicapping Scheme 1983 (amended January 1993) and any conditions imposed within the scheme by the English Golf Union.
- 16.3 The Club shall comply with the Constitution and Rule of the English Golf Union and the Berks, Bucks, and Oxon County Union as a condition of affiliation to those bodies.
- 16.4 The Etiquette of Golf, as framed by the Royal and Ancient Golf Club, is adopted by the Club. Particular attention is called to the following provision: "If a match fails to keep its place on the course and loses in distance more than one clear hole on the players in front, it may be passed on request being made or it should call through the players behind - otherwise play will be slowed down."
- 16.5 Trolleys may not be brought into the Mansion or Pavilion and must be left in the designated areas only. All trolleys may be banned due to bad weather conditions. Personal buggies are not allowed unless prior consent is granted by the Director of Golf.
- 16.6 A prospective golf candidate will be interviewed and will be required to be played-in by, or on behalf of, the Proprietor and shall not be admitted without the approval of the Proprietor. Any category of golf candidate who applies for admission to the Club and cannot produce a current handicap certificate will automatically upon joining be required to attend a assessment with one of the Club's PGA Professional and their playing rights may be restricted during peak periods of play if the required standard is not met. The member must then undertake a series of lessons to meet the required standard before access to the golf course is granted.
- 16.7 Any category of golf candidate who applies for admission to the Club and fails to establish a handicap at the Club within a year and a day of joining the Club may have their playing rights suspended until further notice.
- 16.8 The range and practice facilities are for golf members and those paying a green fee only.
- 16.9 Mobile phones should remain on silent whilst on the golf course.

### **16.10 Golf Academy Membership Conditions:**

- Access to play 9 holes per day on the Lane-Jackson course (Holes 19-27) - mid-week with no restrictions and after 12.30pm at weekends (subject to availability).
- Full use of the practice facilities, Monday to Sunday.
- Full social membership benefits, Monday to Sunday.
- Golf Academy members are not permitted to enter any Club competitions or play in any matches
- Membership category valid for up to three years only.
- No official handicap will be given until a Golf Academy member upgrades to full golf membership.
- Paid joining fee will be deducted from any golf membership upgrade.

### **16.11 International Membership Conditions:**

- Access to play golf up to 12 times during the membership year.
- Ability to play in all golf competitions, medals and matches (home and away), counted as part of the 12 times.

### **16.12 5 Day Golf Membership Conditions:**

- Use of the golf course Monday to Friday (inclusive of Bank Holidays).
- Use of the practice facilities Monday to Friday only (inclusive of Bank Holidays).
- 5 Day Golf Members are permitted to play in Captain's Day and Pro's Day.
- 5 Day Golf Members are not permitted to play in any weekend competitions or weekend knockout tournaments.
- 5 Day Golf Members are not permitted to represent the Club in weekend matches home or away.
- Full social membership benefits, Monday to Sunday.

### **16.13 Golf 80+ Membership Conditions:**

- Access to use the range and practice areas Monday to Friday only.
- Access to play up to a maximum of 9 holes per day, Monday to Friday only.
- Full social membership benefits, Monday to Sunday.
- Long service or family discounts are not applicable.

## **17. Tennis & Health**

- 17.1 Tennis & Health Members must register their guests' arrival at the Pavilion Reception for gym, pool, classes, and tennis use with their membership card and pay for their guests to enter. A Member will be suspended for not registering and/or paying for a guest for a minimum of two weeks.
- 17.2 The grass court nets will not be raised until the courts are playable.
- 17.3 All courts must be booked, in person or by telephone, and this can be done up to two weeks in advance: for a maximum of one and a half hours during the week and for one hour on weekends.
- 17.4 Tennis & Health Members must be present with their guests at all times of play.
- 17.5 If a Member cancels a lesson more than 24 hours in advance there will be no charge incurred, otherwise the full fee will still be debited from the Member's levy account. This charge also applies to no shows.
- 17.6 In the first event of a Member not showing for a booked tennis court, a warning letter will be sent. If that person fails to cancel or use a court a second time, a £20 fine will be charged to the levy. Further court bookings will not be possible until this fine has been paid. In the event of any further courts not being cancelled, the member will be excluded from booking for a period of one month.
- 17.7 Only Tennis & Health Members can make a reservation for a tennis court.
- 17.8 Lessons must be paid for in advance at Pavilion Reception and the payment slip handed to the teaching professional upon arrival at the court as proof of payment.
- 17.9 Coaching is undertaken by qualified coaches appointed by the Club only.
- 17.10 The Club reserves the right to withdraw the tennis facility, or aspects of the facility, at any time if it is believed that maintenance is required and/or the hosting of external events is taking place in the facility i.e. The Boodles Challenge in June. The Club shall not refund or compensate for such closures.

- 17.11 To reduce the risk of injury, only dedicated indoor tennis shoes should be worn on the carpet courts.

### **Lawn Tennis Association Conditions**

#### 1. Defined terms

##### 1.1 In the rules, unless the context requires otherwise:

“Disciplinary Code” means the disciplinary code of the LTA in force from time to time;

“LTA” means [LTA CLG] and its subsidiaries or such successor entity or entities as become(s) the governing body of the game of lawn tennis from time to time;

“[member]” means a Tennis & Health Member of the Stoke Park;

“Rules” means the rules of the LTA as in force from time to time;

#### 2. Conditions

##### 2.1 Each Tennis & Health Member agrees as a condition of membership:

(A) to be bound by and subject to these rules (as in force from time to time) [1];

(B) to be bound by and subject to the Rules and the Disciplinary Code [2].

##### 2.2 Rule [2(1)] confers a benefit on the LTA and, subject to the remaining provisions of this rule, is intended to be enforceable by the LTA by virtue of the Contracts (Rights of Third Parties) Act 1999. For the avoidance of doubt, the members do not intend that any term of these rules, apart from rule [2(1)], should be enforceable, by virtue of the Contracts (Rights of Third Parties) Act 1999, by any person who is not a party to this agreement.

##### 2.3 Stoke Park may terminate the membership of any person, or impose any other sanction they determine to be appropriate, in connection with the breach of any condition of membership set its sole discretion [3].

[1] This means that each Tennis & Health Member of the agrees to be bound by the rules of the Stoke Park.

[2] This means that each Tennis & Health Member agrees to be bound by the LTA's Rules and Disciplinary Code.

[3] This means that Stoke Park is expected to get their unlicensed and unregistered coaches; and, as far as is reasonably practicable, players who use their facilities to sign up to the LTA's Rules and Disciplinary Code.



## **18. Health**

### **18.1 Swimming Pool**

- 18.1.1 Members must shower prior to using the pool.
- 18.1.2 Members and guests are advised that use of the pool and gymnasium straight after the consumption of food or alcohol is dangerous and must be avoided.
- 18.1.3 In the interest of safety, Members and guests are required to follow the instructions of the attendants at all times.
- 18.1.4 It is not permitted for people with verrucae, athletes foot, or similar ailments to use the pool unless the relevant precautions are taken.
- 18.1.5 Jewellery and watches must be removed before entering the water.
- 18.1.6 The Club reserves the right to withdraw the pool facility at any time if it is believed that water quality or other operating conditions may compromise safety standards.
- 18.1.7 No balls (and ball games), flippers or snorkels, polystyrene or foam floats other than inflatable swimming aids i.e. arm bands or those provided by Stoke Park swimming instructors are permitted in the pool area.
- 18.1.8 Diving and jumping into the pool can be dangerous and are not permitted.
- 18.1.9 The Club recommends the use of pool shoes.
- 18.1.10 All under two's must wear dedicated aqua nappies while they are in the pool.
- 18.1.11 No food and beverages are allowed in the pool hall.
- 18.1.12 Children between the ages of 8 - 16 must have an adult present with them in the pool hall. (Maximum ratio being 4 children to 1 adult).
- 18.1.13 Children under the age of eight must be accompanied in the water by an adult. (Maximum of two children per adult).
- 18.1.14 Under three's must be accompanied in the water (one child per adult).
- 18.1.15 The swimming pool will close 15 minutes before the Club closes to allow Members time to shower and leave the building on time.

## **18.2 Steam Rooms, Sauna and Hot Tub**

- 18.2.1 Shaving is not permitted in the steam room and sauna.
- 18.2.2 Children under 16 are not permitted in the steam room, sauna, hot tub or the adult area of the Spa Garden.
- 18.2.3 Always shower before use, perfumes, hair products, fake tan can contaminate the water, and you may be charged for this.
- 18.2.4 Do not submerge your head under the water, do not drink the water, or allow the water to enter your mouth.
- 18.2.5 Do not jump into the hot tub.
- 18.2.6 People with infectious diseases should not use the hot tub.
- 18.2.7 Keep all loose articles of clothing or hanging jewellery away from rotating jets and other moving components.
- 18.2.8 The use of drugs, alcohol or medication before or during hot tub use, may lead to a danger of drowning.
- 18.2.9 Persons using medication should consult their doctor before using the hot tub. Some medications may cause drowsiness, do not use the hot tub if your medication induces drowsiness, affects your heart rate, blood pressure or circulation.
- 18.2.10 Pregnant women, persons suffering from obesity, heart disease, low or high blood pressure, circulatory problems, or diabetes should consult a doctor before using the hot tub.
- 18.2.11 Prolonged immersion in hot water can result in hyperthermia – a dangerous condition that occurs when the internal body temperature exceeds 37 degrees centigrade. Symptoms include, unawareness of impending hazard, failure to perceive heat, failure to recognise the need to exit the tub, unconsciousness resulting in a danger of drowning.
- 18.2.12 Do not use the tub immediately after strenuous exercise.
- 18.2.13 Test the water with your hand before entering the tub to make sure it is a comfortable temperature.
- 18.2.14 Do not use any glass wear or crockery in the tub. If glassware is broken this will result in the hot tub being drained, cleaned and re filled, for which there will be a charge.
- 18.2.15 For safety reasons, no person should spend more than 10-15 minutes in a steam room.
- 18.2.16 Members and their guests are solely responsible for their own safety when using the pool. The pool does not have a lifeguard and persons using the pool facility do so at their own risk.

### **18.3 Reservations and Cancellations for Studio Classes and Spa Treatments**

- 18.3.1 Members can make advanced reservations for studio classes (from 07:30 on the day prior) by using the on-line booking system. Reservations are possible in person or over the phone from 08:30 on the day prior by quoting the Members name and Membership number.
- 18.3.2 Classes may only be reserved for the individual via the on-line booking system or for the individual and one immediate family Member over the phone or at Spa Reception (providing both are health Members at Stoke Park).
- 18.3.3 In the first event of a Member not showing for a booked exercise class, a warning letter will be sent. If that person fails to cancel or attend a class a second time, within a three month period, they will be excluded from booking classes for a week. A third occurrence within the three month period will result in the removal of booking rights for a month.
- 18.3.4 All classes should be cancelled at least an hour before they begin if a member is no longer able to attend. Classes cancelled with less notice than this will be regarded as a no show.
- 18.3.5 Members may not reserve exercise class spaces for their guests. Guests may attend classes but only if there is space immediately before it begins.
- 18.3.6 In the event of a Member not showing for a Spa Treatment the full amount of the treatment will be deducted from the Member's levy account.
- 18.3.7 Members wishing to cancel a Spa Treatment will not be charged if more than 24 hours in advance is given, otherwise the full amount of the treatment will be deducted from the Member's levy account.
- 18.3.8 Members must follow the directions of the fitness staff at all times. Failure to do so may result in suspension or termination of membership. i.e. dropping weights, incorrect technique causing injury, damaging equipment, failure to comply with gym policies.
- 18.3.9 External personal trainers are not allowed to train any Member on Stoke Park premises.

## **18.4 Health Commitment Statement**

Your health is your responsibility. The management and staff of this organisation are dedicated to helping you take every opportunity to enjoy the facilities that we offer. With this in mind, we have carefully considered what we can reasonably expect of each other.

### **Our commitment to you**

1. We will respect your personal decisions, and allow you to make your own decisions about what exercise you can carry out. However, we ask you not to exercise beyond what you consider to be your own abilities.
2. We will make every reasonable effort to make sure that our equipment and facilities are in a safe condition for you to use and enjoy.
3. We will take all reasonable steps to make sure that our staff are qualified to the fitness industry standards as set out by the Register of Exercise Professionals.
4. If you tell us that you have a disability which puts you at a substantial disadvantage in accessing our equipment and facilities, we will consider what adjustments, if any, are reasonable for us to make.

### **Your commitment to us**

1. You should not exercise beyond your own abilities. If you know or are concerned that you have a medical condition which might interfere with you exercising safely, before you use our equipment and facilities you should get advice from a relevant medical professional and follow that advice.
2. You should make yourself aware of any rules and instructions, including warning notices, and follow them. Exercise carries its own risks. You should not carry out any activities which you have been told are not suitable for you.
3. You should let us know immediately if you feel ill when using our equipment or facilities. Our staff members are not qualified doctors, but there will be a person available who has had first-aid training.
4. If you have a disability, you must follow any reasonable instructions to allow you to exercise safely.

This statement is for guidance only. It is not a legally binding agreement between you and us and does not create any obligations which you or we must meet.